



Letter No: 396 /DBCS/SNG,

Date: 24/8 /2021.

To

Dy. Director (Advertisement) - cum- Secretary to Govt.  
I & PR Deptt., Odisha  
Bhubaneswar

Sub: Advertisement of Tender call notice for Mobile Vision Centre under SUNETRA.

Sir,

Please publish the following advertisement using minimum space as per Govt. norms in one Odia newspaper for one day & single edition only. The bill will be submitted to the Chief District Medical & Public Health Officer, Sundargarh for payment.

Yours Faithfully

  
Chief District Medical & Public Health Officer,  
Sundargarh.

Notice No. 397

Date:- 24/8/2021

TENDER CALL NOTICE

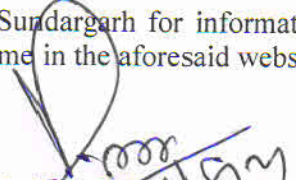
Sealed Request for Proposal are invited from interested Travel Agencies / Tour Operators or Individuals for providing of diesel driven vehicles **for hiring of vehicles for Mobile Vision Centre on a monthly basis**. Details regarding eligibility criteria, terms & conditions and the formats of submission of tender are mentioned in the tender document which may be downloaded from the website: [www.sundargarh.nic.in](http://www.sundargarh.nic.in). Interested Agencies / Tour Operators or Individuals may submit their tenders in a sealed envelope with super-scribing on the top of the sealed envelope as "**Hiring of Vehicles on monthly basis under SUNETRA, District Blindness Control Society, O/O CDM & PHO, Sundargarh**". The tenders should reach the office of the undersigned by registered / Speed post/ Courier on or before 16.09.2021 (till 05 P.M). The Tenders will be opened at **11.30 A.M on 17.09.2021**. The undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Sd/-

Chief District Medical & Public Health Officer  
Sundargarh

Memo No- 398/DBCS/SNG, Date- 24/8/2021

Copy forwarded to the District Information Officer, NIC, Sundargarh for information and you are requested to upload the details information & publish the same in the aforesaid website.

  
Chief District Medical & Public Health Officer,  
Sundargarh.

Memo No 399 /DBCS/SNG, Date- 24/8/2021

Copy forwarded to the Notice Board, Of the CDMO/ DIPRO/ Collectorate Sundargarh for information and necessary action. They are requested to display the same in their notice board for wide publication.

  
Chief District Medical & Public Health Officer,  
Sundargarh.

**SECTION-I**  
**DATE & TIME OF TENDER SUBMISSION & FINALISATION**RFP No. 399 DBCS/SNG/Date: 24/8/2021

DETAILED PROPOSALS ARE INVITED FROM ELIGIBLE BIDDERS FOR HIRING OF VEHICLES ON MONTHLY BASIS AT DBCS UNDER SUNETRA PROGRAMME, SUNDARGARH

1	Period Availability of RFP Document	From: <u>25.9.2021</u> to <u>16.9.2021</u> (Downloadable from website: <a href="http://www.sundergarh.nic.in">www.sundergarh.nic.in</a> )
2	Pre-bid Conference (to resolve all the issues, clarification regarding the bid of interested bidder)	Date: <u>27.8.2021</u> , Time: 12 Noon At Office Chamber of CDM & PHO, Sundargarh.
3	Last date for submission of Tender & address	Date: <u>16.9.2021</u> , Time: 5.00 P.M Address: CDM & PHO, At/ Po/ Dist.: - Sundargarh, Pin-770001 ( Through Speed Post / Registered post / Courier only)
4	Date, time and place of opening of Tender ( Technical & Financial Bid)	Date: <u>17.9.2021</u> , Time-11.30 A.M. Place of Tender Opening : O/O CDM & PHO, Sundargarh ( Bidders / authorised representative may remain present at the time of opening of tender)

**SECTION-II**  
**INSTRUCTIONS TO BIDDERS****1. Scope**

Interested bidders fulfilling the eligibility criteria may submit their bid.

**2. Eligibility Criteria**

- Any private individuals/ Tour operators / Travel Agency / Society / Firm can participant in the tender process
- Should submit the tender paper cost @ Rs. 500.

**Note: Vehicles with only Commercial registration shall be accepted.****3. Submission and Signing of Tender**

Interested eligible bidders may submit their bid (s). The bidders interested to submit their bids with Tender paper cost, EMD &amp; documents as set forth in this RFP document at the office of the CDM &amp; PHO, Sundargarh the details or which is mentioned in section IV: Schedule of Tender submission.



#### 4. Packing, sealing and Marking of Bid

- (a) The **sealed envelope** containing the Annexure-I, photocopy of the required documents & Annexure-II should clearly be **super scribed** with the following:

**Tender for “Hiring of Vehicles on a monthly basis under SUNETRA, O/o CDM & PHO, Sundargarh.**

- The bidder's name & address shall be mentioned in the left hand corner of the envelope.
- The envelope shall be **addressed to the District Blindness Control Society, O/O CDM & PHO, At/Po/Dist: Sundargarh 770001**, for which they want to bid as mentioned at section- IV: Schedule of tender Submission)
- (b) If the envelope is not sealed and marked as mentioned above, then the under signed will assume no responsibility for the tender's misplacement or premature opening. Telex, Cable or facsimile tenders will be rejected.

#### 5. Content of the Tender Submission

The sealed envelope shall contain the following:

- a. Tender paper cost of **Rs. 500/-** in the shape of a Demand Draft in favour of the SUNETRA, Sundargarh payable at Sundargarh.
- b. **Annexure-I** duly filled in
- c. Any other details, the bidder like to include in the proposal in Annexure-1.
- d. **Annexure-II (Financial Bid)** with proper signature and seal of the bidder.

The bidders have to submit their proposals at **the O/O CDM & PHO, District Head Quarter Hospital, Sundargarh 770001.**

### SECTION-III

#### TERMS OF REFERENCE

#### Hiring of Vehicles for Mobile Vision Centre on a monthly Hiring under SUNETRA

##### I. Essential Features of Vehicles to be engaged for SUNETRA

- The vehicle **shall not be more than 3 years old** at the time of hiring / award of contract **from the initial registration.**
- The hired vehicles, during period of contract, shall have all necessary **valid MV documents such as:-** Valid Registration Certificate, Insurance certificate, fitness Certificate, valid Contract Carriage Permit, proof of up to date tax payment etc. And D.L. of the driver available all the times.
- **The department/ office hiring the vehicle shall not be responsible for any damage/ loss** cause to hired vehicles or loss of life/ injury made to any person or damages to any property on account of use of hired vehicle any manner whatsoever. The hirer shall be responsible for all such litigation.
- The vehicle should be BS- IV Compliant petrol (Or Diesel) driven vehicle preferably SCORPIO/ BOLERO/ TUV 300/ INNOVA with Minimum Average Mileage of 10 (Ten) kilometres per Litter for use as Mobile Vision Centre under SUNETRA on monthly rent basis. The maximum hiring charges as per Office Memorandum No. 30464/F, FIN- COD-MV- 0001-2017 Dated- 06.09.2019. The Bidder may quote their rate accordingly. Further, remuneration of Driver is to be



paid by the vehicle owner within this amount. The expenditure to be incurred so far in this regard will be met out of Government allotment for vehicle.

Type of Vehicles permissible to be hired	Make & Model	Minimum Average Mileage/Lit. For reimbursement purpose	Maximum Hire charges per month
AC/Non-AC Diesel driven vehicles having sitting capacity not less than 6 persons including driver	Mahindra Max/ Marshal/ Bolero/ Bolero Plus/ TataSumo/ Victa/Scorio	10km/Ltr	As per office Memorandum No. 30464/F, FIN- COD-MV-0001-2017 Dated- 06.09.2019  (Including GST)

- **The Driver of the vehicle must have a valid Driving License** for driving light transport passenger vehicle and should be sufficiently experienced in driving transport passenger vehicle.
- For effective coordination, the driver of the vehicle has to be provided with a **mobile phone by the vehicle owner.**
- **The Driver** should have a clean track record without any history of conviction in the court of law.

## 2. Major Features of contract

- **Vehicle will be hired locally** at district level on contractual basis .The contracts shall be initially **for a period of one year which may be extended till funding from SUNETRA (UEHP), Odisha** subject to satisfactory performance assessed by appropriate authority (CDM & PHO and DPM, NPCBVI) every year.
- Any Private individuals /Tour operators/ Transport Agency /Society /Firm can participate in the tender process.
- **The monthly rate of hire charge** shall be quoted separately in the price bid (excluding fuel and lubricants).
- **The agency interested will quote the financial bid** keeping in account the road tax, insurance premium, GST, parking fee, toll tax, night halt charges etc for which State Government or O/o CDM & PHO and NPCB & VI, Sundargarh will not pay.
- **In case of breakdown** for reasons whatever, the replacement of a vehicle of the same or better model shall be provided by the owner of the vehicle /bidder.
- The vehicles shall report for duty for on all day in a month except Govt. Holidays. If emergency arise the driver may be called to report in any holidays.
- The vehicles shall be required generally for **12 hours in a day (8 AM to 8 PM).**
- **In case of emergency**, the driver will have to report for duty as per the requirement. No extra payment shall be demanded.
- NO Objection for Branding of Vehicle and installation of GPS System.



- The firm/ individual have to give an undertaking that the vehicle to be engaged must not belong to the employee of H & FW Deptt. and CDM & PHO office or any Health Department employee or close relative of the employee of the above category. At any point of time if the declaration given by the firm / individual will be found to be incorrect, then contract shall be cancelled.
- The driver will maintain a log book to track vehicle movement. The Log book will be verified and checked by the user (Ophthalmic Assistant) and counter checked by the DPM, NPCBVI of the District on regular basis.
- SUNETRA (UEHP) shall invest additional fund for branding and other minor fabrication (as required).
- If the bidder violets any of the terms of contract, District Authority/Government shall forfeit the entire amount of security deposit.
- The successful bidder shall execute an agreement with the CDM& PHO of the District for engagement of vehicle.
- The hire charge is to be paid to the vehicle owner on monthly basic (subject of availability of government allotment) on submission of Bills and LOG Book and no advance payment will be made at any cost or request.
- All the expenditure of the vehicle towards repair, replacement of spare parts, Lubricating OIL of engine, Gear Box and differential Coolant, Tyres & Tube, Battery etc will be borne by successful bidder.
- It shall be the responsibility of the bidder to provide a good driver and the salary of the driver shall be borne by the owner.
- In case of the vehicle do not report regularly, the authority has the right to reject the agreement / engagement and may engage fresh vehicle from other source as per suitability for which the bidder cannot claim or object for the same.
- The hired vehicles cannot be used for any private / commercial purpose beyond office hours or running holidays.
- The hiring may be discontinued immediately. When the vehicle is no longer required for offices.
- As per the Micro Plan prepare by the district the vehicle should be kept at the Health Institutions and night halt of the vehicle as per the micro plan.
- If the services are found to be unsatisfactory, the client shall give one month notice and terminate the agreement. The contract will also be **terminated in case of following reasons;**
  - ✓ If the **behaviour of the Driver** is not proper;
  - ✓ Any attempt to **tamper** the log book;
  - ✓ In case of the vehicle do **not report regularly;**
  - ✓ In case the driver of the vehicle is found to be convicted.
  - ✓ In case the service provider intends to withdraw the services of his vehicle and terminate the agreement, it shall be made mandatory upon him to grant one month notice before such withdrawal of service and termination of agreement.




**3. Tender Procedure:**

- Tender documents will be submitted at **CDM & PHO, District Head Quarter Hospital, Sundargarh.**
- **Seal tenders** in the prescribed form duly super-scribed “Tender for Hiring of Vehicles for Mobile Vision Centre under SUNETRA, District Blindness Control Society, O/o the CDM & PHO, Sundargarh” addressed to the CDM & PHO, At/P.o/ Dist- Sundargarh, Pin- 770001.
- **The tender should be submitted** in the Performa given in Annexure-I and Annexure-II. It should be duly signed by authorised signatory on each page.
- **The district procurement committee** will open technical bids and only invite the qualified technical bidders for opening of financial bids.
- **Late/delayed tenders** to any reason whatever will not be accepted/considered at all under any Circumstances.
- Comparative statement duly signed by tender/procurement committee will be **approved.**
- A separate agreement will be **executed between the CDM & PHO and the approved L1 bidder after finalisation of bid process.**

**Annexure-I**

**GENERAL INFORMATION FOR HIRING VEHICLES**

1. Registration No. of Vehicle:-
2. Type of Vehicle ( AC/ Non- AC ):-
3. Year of Manufacture:-
4. Model :-
5. Date of registration :-
6. Name & Complete address of the Owner of vehicle :-
7. Fitness Certificate validity :-
8. Permit validity :-
9. Insurance Validity :-
10. Name / Address of the Driver :-
11. D.L. No. & Validity of the D.L. of the Driver:-
12. Proposed hire Charge of the vehicle per month Excluding fuel cost:-

  
Chief District Medical &  
Public Health Officer  
Sundargarh



13. Rate of fuel consumption / Mileage per litre:-

14. Contact Number of the service provider ( Tenderer ) :  
Mobile ..... Telephone.....

15. NO Objection certificate for Branding of Vehicle and installation of GPS System:-

16. Self declaration in Affidavit ( Annexure-II):-

“Certified that the information submitted above is true to the best of my knowledge and belief.”

Seal & Signature of the  
Tenderer

**Annexure-II**  
**Self Declaration**

I/We \_\_\_\_\_ (Name), S/O, D/O  
\_\_\_\_\_ Address \_\_\_\_\_ is hereby  
declare, that the intended vehicle to be engaged is /are not belongs to the employee of NHM, CDM  
& PHO office or any Health Department employee or close relative of the employee of the above  
category.

Further I/ we certify that, in case of above statement found to be incorrect at the time of  
tender process or in future, then the contract shall be cancelled immediately and the performance  
security shall be forfeited and necessary disciplinary action may be taken

Signature

Name (Firm/Company/Tour operator/Individual) \_\_\_\_\_:

Date:

Place:

Seal: \_\_\_\_\_

  
Chief District Medical &  
Public Health Officer  
Sundargarh



**Annexure-III**

**Financial Bid**

Make & Model Vehicle	*Monthly Hiring Charges (Rs.) including all charges of the Driver & GST (Exclusive of Fuel Cost)	Average Mileage in Kms Per Litre of Fuel

(\*PI. Refer to the type of vehicle & the Max. Monthly hire charges requirement mentioned at the RFP)

Signature

Name (Firm/Company/Tour operator/Individual) \_\_\_\_\_

Date:

Place:

Seal: \_\_\_\_\_



Chief District Medical &  
Public Health Officer  
Sundargarh